



THE CITY OF SAN DIEGO

M E M O R A N D U M

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DEC - 1 2009

COUNCILMEMBER  
DONNA FRYE

DATE: December 1, 2009

TO: Honorable Councilmember Todd Gloria, District 3  
Honorable Councilmember Carl DeMaio, District 5  
Honorable Councilmember Donna Frye, District 6  
Honorable Councilmember Marti Emerald, District 7

FROM: Mary Lewis, Chief Financial Officer

SUBJECT: Request for City Contracts Listing

You requested a listing of City contracts by department. As part of the goal to move toward zero based budgeting in conjunction with the new budget system now in development, I asked City departments to submit a zero based budget for all contracts. Financial Management (FM) will be working with all departments to ensure we have a complete and justified list of contracts.

Given the short time frame to develop the 18 month budget for deliberations in December, and the deadlines for payroll implementation and the development and testing of the new budget system in SAP, FM will begin the zero based review of contracts in January. I will provide the lists of contracts that departments plan to budget in 2011 when it is available. This analysis will be part of the June budget revision.

As for current contracts sorted by department, a report is being developed in SAP that I will send to you as soon as it is available. The Purchasing Department has previously distributed to Council Offices comprehensive listings of all City contracts and this information is currently available. The sort by department and other modifications to the report will take a few more weeks.

Please contact me if you have any additional questions.

Mary Lewis

cc: Honorable Mayor Jerry Sanders  
Honorable Members of the City Council  
Jay M. Goldstone, Chief Operating Officer  
Nader Tirandazi, Financial Management Director  
Hildred Pepper, Purchasing and Contracting Director  
Andrea Tevlin, Independent Budget Analyst